

**EFFECTIVE**

October 1, 2002.

**SUBJECT**

1. Code Revisions
2. Edit Updates
3. New and Revised Forms & Publication
4. Schedules Updated

**1. CODE REVISIONS**

Negative Action codes 067 and 403 are now obsolete. The 4-month penalties for noncompliance with child support requirements and employment-related activities are no longer allowed by policy. See PPB 2002-006 for more information.

**2. EDIT UPDATES**

CDC

**RFE 50000** – has been updated to reflect changes to CDC policy effective 08/01/2002 and 10/01/2002.

**3. NEW AND  
REVISED FORMS &  
PUBLICATIONS****CDC Forms &  
Publications**

The following RF manual items are updated to reflect current policy and the latest Spanish version of the form or publication:

- FIA-198, Child Development and Care Certificate/Notice of Authorization.
- FIA Pub-879, ABCs, Step-By-Step Instructions for Internet Billing.
- FIA-4690, Child Development and Care Customer Notice.
- FIA-4807, Notice of Child Development and Care (CDC) Provider Eligibility.

**Plain English**

The following forms have been revised to be more user friendly.

- FIA-176, Benefit Notice
- FIA-3503, Verification Checklist. The items listed on the form have also been updated. A facsimile was not available to release in RFF; however, the form will be released electronically by October.

Thanks to Kathy Szczembara from Clinton County FIA and Cindy Lipka from Leelanau County FIA for their work on these forms.

## **Other Form Revisions**

### **FIA-8A, Irrevocable Funeral Contract Certification**

The FIA-8A has been revised. It asks the contract purchaser whether proceeds from a life insurance policy or annuity contract have been assigned for funeral expenses and the amount assigned.

Previous editions of the FIA-8A are obsolete because they do not collect the information about assignment. An initial distribution of the revised form will be made to local offices. The form is already available electronically.

### **FIA-301, Medical Transportation Notice**

The title of the form has been made more descriptive. Reference to QMB has been changed to Medicare Savings Program.

### **FIA-2168, Claim of Good Cause - Child Support**

The FIA-2168 instructions were not revised when the form was last changed. The instructions have been corrected and now match policy and the last form revision.

## **4. SCHEDULES UPDATED**

### **CDC Deadlines And Payroll Schedule**

The CDC Deadlines and Payroll Schedule has been updated to include 2004 pay period dates.

**MPS Payroll  
Schedule**

The Model Payments (MPS) Payroll Schedule has been updated to include dates through 09/2003.

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**MANUAL  
MAINTENANCE  
INSTRUCTIONS****Changed Items (content changes) ...**

RFC L  
RFC N  
RFC V  
RFC W  
RFE 0000  
RFE 0000A  
RFE 1000  
RFE 2000  
RFE 3000  
RFE 4000  
RFE 5000  
RFE 6000  
RFE 7000  
RFE 8000  
RFE 9000  
RFE 20000  
RFE 30000  
RFE 40000  
RFE 50000  
RFE 90000  
RFE P000  
RFE SAU  
RFE SCH  
RFE SDP  
RFE SLC  
RFE SPE  
RFE SPH  
RFE SPY  
RFF 5VX  
RFF 8A  
RFF 141  
RFF 176  
RFF 198  
RFF 250  
RFF 301  
RFF 879  
RFF 1419  
RFF 2168  
RFF 4327

**RFF 4663**

**RFF 4690**

**RFF 4749**

**RFF 4807**

**RFS 107**

**RFS 110**

**Changed Items (link changes only) ...**

**RFF 849**

**RFF 898**

**RFF 3797**

**RFF 3869**

**Deleted Items ...**

**RFF 250SP**